



RESERVE YOUR SPACE TODAY!

Please find enclosed the information for the 2016 LIGHT UP LIBERTY Food & Beverage Contract.

The festivities will take place **Sunday July 3, 2016 from 6:00pm until 10:00pm.**

In previous years we have seen an upward of 10,000 people participate in our event.

Vendors should be setup by 5:00pm for inspections.

Please return the enclosed Food & Beverage Contract, required forms and your 50% deposit by **May 1, 2016.**

The remaining balance for your vending fee will be due on **June 1, 2016.**

You are required to fulfill all requirements with Butler County Health Department for permits.

Sincerely,

Amy Madden – Exhibit and Vendor Coordinator

vendorcoordinator@lightupliberty.com

6101 Princeton Glendale Rd. Hamilton, OH 45011

**If you have any questions please email us at above address.

LIGHT UP LIBERTY

2016 Food & Beverage Vendors Contract

Name of Organization _____

Booth Name (as it appears in print) _____

Address _____ City _____ St _____ Zip _____

Contact _____ Phone (W) (_____) _____ (M) (_____) _____

E-Mail Address _____

	MENU ITEMS (or send printed menu)	BRIEF DESCRIPTION	PRICES
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____
6.	_____	_____	_____

INDICATE METHOD OF COOKING

Electricity _____ Charcoal _____ Propane _____ Deep Frying _____ None _____

BOOTH RENTAL (W x D)

“Booth Space” (10’x10’) _____ = \$200.00

“Booth Space” (20’x10’) _____ = \$300.00

“Booth Space” (30’x10’) _____ = \$400.00

**For a larger space please contact us for price and reservation.*

Provided at Location: 20A, 120V, Single Phase Duplex Receptacle & Water Line

ADDITIONAL ELECTRIC (See Attached Sheet, **Must be paid in advance, no changes can be made day of event**)

EQUIPMENT RENTAL

“Tent” (10’ X 10’) \$100.00 ea. # _____ Tents x \$100.00 = \$ _____

“Table” (8’) \$25 ea. # _____ Tables x \$25.00 = \$ _____

“Chairs” \$10 ea. # _____ Chairs x \$10.00 = \$ _____

1.	Subtotal for Booth Space	\$ _____
2.	Subtotal for Additional Electric	\$ _____
3.	Tent Rental Fee	\$ _____
4.	Total Vendor Fee	\$ _____

All vendors must submit 50% non-refundable deposit with application to guarantee a location.

Make all checks or money orders payable to **Princeton Pike Church of God.**

All vendors **must submit photo** of concessions unit.

By signing below, the applicant hereby acknowledges that s/he is a qualified independent, insured vendor or representative of a non-profit and: assumes all responsibility and risk associated with all conditions, hazards and potential dangers in, on, or about a booth/table top site whether they are obvious or concealed. The applicant further acknowledges and agrees to release, indemnify and hold harmless the Princeton Pike Church of God from all loss, injury, damage or liability to persons or property arising out of vendor’s acts or omissions, before, during and after the Light Up Liberty event. Applicant has read, understand and agree to the terms and conditions on the 3rd page of this form.

Authorized Signature

Print Name

Date

LIGHT UP LIBERTY – 2016 BOOTH CONTRACT

Please read this contract, and then sign the front of the contract.
RETURN TO: Princeton Pike Church of God Attn: Light Up Liberty

No contracts will be accepted without signature and non-refundable deposit.

Vendor agrees to the following:

- 1) Vendor is not considered to be an employee of LIGHT UP LIBERTY or Princeton Pike Church of God and agrees to protect and save LIGHT UP LIBERTY and Princeton Pike Church of God harmless from any and all loss, claims cause of action, cost of damages and obligations, financial or otherwise arising from any and all acts of the Vendor, its agents, employees, licensees or invitees, that result in injury to persons or damage to any property.
- 2) Sell to the general public between the hours of 6:00 p.m. and 10:00 p.m. on July 3, 2016 only items approved by the LIGHT UP LIBERTY Committee at the prices and quantities described in the contract.
- 3) Submit certificate, which provides comprehensive general liability coverage including product Liability coverage with at least a single limit of \$1,000,000.00 per occurrence for bodily injury and Property damage liability naming LIGHT UP LIBERTY and Princeton Pike Church of God, as additional insured.
- 4) *Waiver of Subrogation:* Vender waives all rights against LIGHT UP LIBERTY and Princeton Pike Church of God, officers, directors, and employees for recovery of damages to the extent these damages are covered by commercial general liability, commercial umbrella liability, business auto liability, or worker's compensation and employers' liability insurance maintained per requirements stated above.
- 5) Due to up front operational expenses, no refunds will be given if the event is cancelled after it Opens due to the weather or other events beyond the control of LIGHT UP LIBERTY and Princeton Pike Church of God.
- 6) Layout of event, including booth locations, is at the discretion of the LIGHT UP LIBERTY committee, and is subject to many factors including assisting with crowd spacing, Booth requirements and city requirements. There is no guarantee of booth location from year to year either stated or implicit.
- 7) LIGHT UP LIBERTY and all designs produced for the event are copyrighted and may Not be reproduced without the written permission of LIGHT UP LIBERTY and Princeton Pike Church of God.
- 8) Vendor grants permission for the taking of photographs of their booth and booth operations for promotional and news media purposes. Vendor authorizes permission on the behalf of their agents, employees, or volunteers.
- 9) **Vendor is responsible for acquiring all licenses and permits needed to operate a food concession from Butler County and provide proof before final payment.**

Please sign the form on the front to indicate your acceptance of these terms and conditions.

**RETURN TO: PRINCETON PIKE CHURCH OF GOD ATTN: LIGHT UP LIBERTY
6101 PRINCETON GLENDALE RD. HAMILTON, OHIO 45011**

Please return form by MAY 1, 2016 to reserve your space.

LIGHT UP LIBERTY 2016

YOU MUST COMPLETE THIS FORM

Electrical Requirements

Please furnish the following information. So that we may properly meet your electrical needs and make your installation as easy as possible.

Concession/Sponsor Name _____

Address _____ City _____ St _____ Zip _____

Contact _____ Phone (____) _____ Fax (____) _____

E-Mail Address _____

Each Vendor will be furnished 1 – 20 Amp 120 Volt hook up. This is included in your contract.

Additional Electrical Outlets: *(Note three phase is available upon request)* Complete this avoid day of problems.

20 Amp 120 Volt single phase receptacle _____ @ \$75 ea. _____

30 Amp 120/240 Volt Hook up (NEMA #L21-30P) or (Hubbell #2811) _____ @ \$175 ea. _____

50 Amp 120/240 Volt Hook up (NEMA #14-50P) or (Hubbell 9481c or 9452c) _____ @ \$250 ea. _____

Please sketch the plug or list the NEMA# of any special plugs you will be using.

Electrical devices (please list the appliances that will require power) Use back of sheet if necessary

Appliance	Amps	or	Watts	Voltage

Set up information (What type of venue are you setting up)

_____ Concessions Trailer What Amperage _____ What Voltage _____

_____ Your Own Tent What Size _____

_____ Event Supplied Tent

_____ Table with No Tent

Will you be supplying your own electrical panel? Yes No

If yes, how many Amps _____

(please remember to furnish 100 ft of properly sized feeder cable to Panel Amps)

Please provide best phone number so we can contact you regarding Electrical Requirements.

RETURN THIS FORM WITH YOUR VENDOR CONTRACT TO:
PRINCETON PIKE CHURCH OF GOD ATTN: LIGHT UP LIBERTY
6101 Princeton Glendale Rd. Hamilton, Ohio 45011